



LIBRARIES

**Library Board of Trustees Meeting
Thursday, September 28, 2023
South Campus Conference Room
MEETING MINUTES**

In attendance: Doug Adams, David Ingram, Carmen Cuthbertson, Jane Wheeler, Heidi Roedel via remote access (Board); Ashley Cummins, Teri Dugan, Rebecca Johnson, Starr White (Staff); Tammy Skramovsky (Flathead County) Sara Busse (Foundation).

Public Present: Diane Taylor-Mahnke, Russell Sias, Kerry Rose, Brad Krantz, Jill Carlberg, Zee, Sue Bodurtha, Barb Levitt, Linda Carson, Camie Anderson, Rod Kuntz, Taalyr Claridge, Bruce Guthrie, Randy Flicker, Gary Stevens, Jolene Regier, Barbara Boorman, Susie Burch, Janice Jones, Micah Drew, Travis Taylor, Valeri McGarvey, Keith Regier, Vance Walden, Lynn Stanley, Jasmine Alnutt, Steffy Earll, Kathy Britton, Sharon Furlong, Lily Kirsanow, Laurie Halfast, Jeff Ellington, Susan Ellington,

A. Call to Order: Board Chair D. Ingram called the meeting to order at 9:00 am.

B. Open time for persons to address the Board on matters within the Board's jurisdiction.

Brad Krantz, Travis Taylor, Susie Burch, Diane Taylor-Mahnke, Bruce Guthrie, Russel Sias, Zee, Rod Kuntz, Barbara Levitt, Laurie Halfast, Jeff Ellington, Lynn Stanley, Susan Ellington, Valeri McGarvey.

C. Reports

1. **00:35:45** Library Foundation Report- Library Foundation Executive Director Sara Busse gave an update.
2. **00:40:36** Friends of the Library Report- Jill Carlberg, Friends member gave the library board updates regarding Friends of the Library activities.
3. **00:43:50** August Financial Report

Moved by C. Cuthbertson "to accept the August Financial Report as presented."

J. Wheeler seconded

Motion passes unanimously

4. **00:52:53** Director's Report-Cummins
R. Johnson updated the library board about Kids Summer Experience 2023
S. White updated the library board about Teen Summer Experience 2023

D. Approval of Minutes

1. **01:26:45** Regular Board Meeting, August 24, 2023

Moved by D. Adams "to approve the minutes from the August 24th, board meeting."

Seconded by C. Cuthbertson

Motion passes unanimously

2. **01:27:00** Public Relations Committee Work Session, September 18, 2023

Moved by D. Adams "to approve the minutes from the September 18, Public Relations Committee work session."

Seconded by C. Cuthbertson

Motion passes unanimously

E. Old Business

1. **01:27:57** Facilities Committee Report-Cuthbertson, Wheeler
2. **01:30:79** Public Relations Committee Report- Roedel, Cuthbertson

F. New Business

1. **01:36:50** West Shore Community Library Holds Agreement Update-Cummins
Moved by J. Wheeler "to suspend action on the Lakeside Holds Agreement until it has been looked at by both parties."
Seconded by C. Cuthbertson
Motion passes unanimously
2. **01:33:12** Customer Conduct Policy
3. **01:33:12** Computer Use Policy Suggested Updates
4. **01:42:12** Reports from Library Board Meetings and Committee Work Sessions. Determine most efficient way to process meeting minutes-Cummins

G. 01:45:00 Housekeeping

Comments from Trustees: Opportunity for individual Board members to respond to public comments

H. Closed Executive Session

Moved by D. Adams "to enter closed executive session at 11:45 am to discuss personnel issues."

Seconded by C. Cuthbertson

Motion passes unanimously

I. Reopen to General Session

Moved by H. Roedel "to reopen the meeting at 1:25pm."
Seconded by J. Wheeler
Motion passes unanimously

Moved by C. Cuthbertson "to accept the employee Improvement Plan as discussed."
Seconded by H. Roedel
Motion passes unanimously
Trustee Adams absent

Moved by J. Wheeler "to accept Ashley Cummins' resignation as Library Director of ImagineIF Libraries."
Seconded by C. Cuthbertson

Amended by J. Wheeler "to accept Ashley Cummins' resignation as Library Director of ImagineIF Libraries with appreciation."
Seconded by C. Cuthbertson
Motion passes unanimously
Trustee Adams Absent

Moved by C. Cuthbertson "to approve the Board's acceptance letter."
Seconded by J. Wheeler
Motion passes unanimously
Trustee Adams Absent

Moved by C. Cuthbertson "to approve the appointment of Teri Dugan as Acting Library Systems Director upon Ashley Cummins' departure."
Seconded by H. Roedel

Amended by C. Cuthbertson "to approved the appointment of Teri Dugan as Acting Library Systems Director upon Ashley Cummins' departure on October 27, 2023."
Seconded by H. Roedel
Motion passes unanimously

J. Adjourn: Chair, D. Ingram adjourned the meeting at 1:30pm.